



BOARD OF SELECTMEN

TOWN OF TEWKSBURY

TOWN HALL

1009 MAIN ST

TEWKSBURY, MASSACHUSETTS 01876

SCOTT WILSON, CHAIRMAN
DOUGLAS W. SEARS, VICE CHAIRMAN
JAMES D. WENTWORTH, CLERK
DAVID H. GAY
TODD R. JOHNSON

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MEETING MINUTES FEBRUARY 25, 2014

Chairperson Scott Wilson called the meeting to order at 7:03 p.m. Present for the Board of Selectmen meeting were Doug Sears, Vice Chair; James Wentworth, Clerk and Board Members, David Gay and Todd Johnson. Richard Montuori, Town Manager and Attorney Charles Zaroulis were present.

Tax Hearings: Lowell Transportation; Tewksbury Auto Repair Company, LLC; and Skewer's Wood Grill

Mr. Montuori reported that all hearings were cancelled due to business owners obligations being met with the Town.

Tax Hearing: Long's Kitchen

Hearing took place beginning at 7:33 p.m. No representatives from this establishment were present for the hearing. In a letter dated January 29, 2014 addressed to Long's Kitchen at 1866 Main Street, Tewksbury, the establishment was notified personal property taxes were owed at that time in the amount of \$740.00 from 2012. This letter was sent first class mail. Options from Town Counsel to the Board of Selectmen were to suspend the license, revoke the license or do nothing and table the discussion to the next regular meeting. Board members discussed suspension as of March 1, 2014 unless Long's Kitchen acted upon their debt before this date. The Town Manager was directed to contact the tax payer with a hand delivered letter and to send a registered letter.

MOTION: Mr. Johnson made the motion to suspend the Common Vitrullar License for Long's Kitchen effective close of town business Friday, February 28, 2014 at 4:30 p.m. unless the outstanding personal property tax is paid in full by such time in the amount of \$745 or the current balance paid to date; seconded by Mr. Sears and the motion carried 5-0.

Representative Lyons and Representative Miceli

Representative Lyons and Representative Miceli were unable to attend due to a scheduling conflict. This meeting has been postponed to March 11, 2014 with a time to be determined.

Mr. Johnson noted he drafted a list of items which have surfaced during the budget process. It is not an all encompassing list, but would like the Chair's permission to submit the list to the State Representatives ahead of the March 11th meeting. The Chair agreed. The Board also noted a meeting has been held with Senator Finegold; and that he is welcome to join the meeting on March 11, but it is not necessary.

Residents

Mr. Wilson opened the hearing up to the public, no one present came forward to speak.

New Business

VFW & Ladies Auxiliary Post #8164—request for Poppy Drive approval

MOTION: Mr. Sears made the motion to approve request for the VFW & Ladies Auxiliary Post #8164 to conduct their Annual Poppy Drive from May 22, 2014 to May 24, 2014; seconded by Mr. Gay and the motion carried 5-0.

Stephen M. Powers—Disclosure by Municipal Employee

The Chair noted additional information is needed and requested to table until next meeting.

MOTION: Mr. Sears made the motion to table the employee disclosure for Stephen M. Powers to March 11, 2014; seconded by Mr. Johnson and the motion carried 5-0.

Town Manager

Town Counsel Invoices for December 2013 and January 2014

MOTION: Mr. Sears made the motion to approve Town Counsel Invoices for December 2013 in the total amount of \$9223.64 as recommended by the Town Manager; seconded by Mr. Gay and the motion carried 5-0.

Capital Improvement Plan

Mr. Montuori noted to the Board that the Capital Improvement Plan still in draft form. He needs to confirm with DPW Superintendent on a couple of items and will complete the report as soon as possible. He is working to present the plan at the March 11th meeting. Mr. Montuori apologized for not being ready tonight, but would like to meet with each board member before presenting.

In summary the big items are fire trucks, DPW projects, upgrades to the water treatment plant, water distribution upgrades, mapping for storm water, and heavy equipment purchases. In full disclosure, Mr. Montuori made clear the town will not be able to complete all of the proposed projects, but he would like to present everything on the table so residents will understand what is needed. Future improvements for FY17 will be for fire turnout gear, a ladder truck and improvements to the Center Fire Station.

Board members asked also for a recap of the FY14 Capital Improvement Plan when the FY15 plan is presented.

Mr. Montuori also reminded board members and residents that without Chapter 90 money, the town wouldn't be able to pave streets or build salt shed as needed.

Water & Sewer Enterprise Funds

Mr. Montuori distributed supporting documents to the town's water and sewer enterprise funds. Tonight is the first time board members have seen the numbers and they are still in draft form.

Sewer fund was noted not having much change. Presently, water rates will potentially increase at 4% and he will seek funding for the water treatment plant improvements in the amount of \$8M. This will impact the budget for debt service. There is a reduction in water flow coming out of the plant. Could possibly increase at 2% to 3% but will need to continue to work the DPW Superintendant and the Finance Director. Revenue projections are at a 3% increase and were not far off. Sewer is expected to have a 13% increase. Sewer revenues were projected at a 13% increase, not due to a budget increase; it was projected at this rate due to a change in sewer assessments with the sewer project. Revenue for FY14 is currently projected at \$850,000 and will drop off to \$150,000 in FY15. A formal presentation will take place on this item at the March 11th meeting, and then Mr. Montuori will present to the Finance Committee immediately following.

	FY2011 BUDGETED	FY2011 EXPENDED	FY2012 BUDGETED	FY2012 EXPENDED	FY2013 BUDGETED	FY2013 EXPENDED	FY2014 BUDGETED	FY2015 DEPT REQ	FY2015 TM REC	FY2015 FIN COM REC
DPW SEWER										
<i>Salaries</i>										
5111 Regular	228,390	202,253	195,390	194,767	189,851	175,779	244,499	254,597	254,597	
5120 Temporary Part-Time Salaries	-	-	-	-	-	-	-	7,322	7,322	
5130 Overtime	32,000	43,191	65,000	53,634	55,640	55,770	55,000	55,000	55,000	
5135 Uniform Allowance	600	600	600	600	-	-	-	1,200	1,200	
5144 Night Call Back	2,400	2,400	2,400	2,400	2,400	2,400	3,975	3,430	3,430	
5180 All Other Salaries	500	-	500	-	500	-	1,000	1,000	1,000	
Total Salaries	263,890	248,443	263,890	251,401	248,391	233,949	304,474	322,549	322,549	
<i>Operating</i>										
5210 Energy Utilities	75,000	74,291	74,250	74,115	80,198	72,182	75,000	75,000	75,000	
5240 Repairs and Maintenance	50,000	50,333	55,000	53,564	70,990	65,271	50,000	51,000	51,000	
5270 Leases and Contract	19,600	20,063	30,362	30,362	31,216	31,137	24,000	34,000	34,000	
5303 Grinder Pumps	38,000	14,020	18,000	9,575	16,910	4,730	20,000	20,000	20,000	
5310 Professional Services	60,000	26,873	46,205	46,205	95,105	100,043	45,000	45,000	45,000	
5340 Communications	300	274	500	480	600	480	600	600	600	
5420 Office Supplies	250	-	-	-	-	-	250	350	350	
5423 All Other Supplies and Exp.	35,000	29,015	35,088	34,223	46,858	33,303	35,000	35,000	35,000	
5431 Other Equipment	7,000	-	-	-	3,000	-	8,500	7,500	7,500	
5523 Easment Settlements	-	-	-	-	-	-	60,000	60,000	60,000	
5555 Emergency Reserve Fund	60,000	-	50,000	-	38,000	-	60,000	60,000	60,000	
Lowell Sewer Settlement	-	-	-	-	-	-	-	-	-	
5580 Uniform Allowance	-	-	-	-	600	400	600	-	-	
5671 Lowell Sewer	840,000	1,001,044	1,212,294	1,181,420	1,578,893	1,573,393	1,280,000	1,330,000	1,330,000	
5703 Dues and Memberships	-	-	100	-	-	-	100	100	100	
5720 Court Judgments	-	-	-	-	22,720	22,720	-	-	-	
5790 Staff Development/Training	1,500	-	1,500	1,500	3,380	1,500	1,500	1,500	1,500	
5950 Unpaid Bills	100,010	100,010	242,318	242,318	-	-	-	-	-	
Total Operating	1,286,660	1,315,923	1,765,617	1,673,762	1,988,470	1,905,159	1,660,550	1,720,050	1,720,050	
<i>Capital Outlay</i>										
5833 Capital Outlay	52,812	50,811	68,970	68,791	-	-	-	-	-	
Total Capital Outlay	52,812	50,811	68,970	68,791	-	-	-	-	-	
Total Budget	1,603,362	1,615,177	2,098,477	1,993,954	2,236,861	2,139,108	1,965,024	2,042,599	2,042,599	-

	FY2011 BUDGETED	FY2012 BUDGETED	FY2013 BUDGETED	FY2014 BUDGETED	FY2015 DEPT REQ	FY2015 TM REC	FY2015 FIN COM REC
Position	FTE	FTE	FTE	FTE	FTE	FTE	FTE
Crew Leader	1	1	1	1	1	1	
HME0	1	1	1				
SHME0	1	1	1	2	2	2	
Meter Repair/Backflow				0.4	0.4	0.4	
Billing Clerk	0.5	0.5	0.5	0.5	0.4	0.4	
Total Staffing	3.5	3.5	3.5	3.9	3.8	3.8	0

DPW WATER DISTRIBUTION	FY2011 BUDGETED	FY2011 EXPENDED	FY2012 BUDGETED	FY2012 EXPENDED	FY2013 BUDGETED	FY2013 EXPENDED	FY2014 BUDGETED	FY2015 DEPT REQ	FY2015 TM REC	FY2015 FIN COM REC
<i>Salaries</i>										
5111 Regular	399,480	399,451	441,484	441,484	434,101	427,870	439,478	457,245	457,245	
5120 Temporary Part-Time Salaries	-	-	-	-	-	-	-	7,322	7,322	
5130 Overtime	74,000	84,876	75,928	75,928	87,480	85,757	77,000	77,000	77,000	
5135 Uniform Allowance	1,200	987	1,000	1,000	-	-	-	1,400	1,400	
5144 Night Call Back	2,310	2,310	2,310	2,310	2,310	6,450	3,975	4,570	4,570	
5160 Sick Leave Buy-back	-	-	-	-	47,000	45,180	39,059	27,073	27,073	
5180 All Other Salaries	500	6	-	-	500	380	1,000	1,000	1,000	
Total Salaries	477,490	487,630	520,722	520,720	571,391	565,598	560,512	575,609	575,609	
<i>Operating</i>										
5210 Energy Utilities	47,000	24,450	27,730	24,721	40,000	22,456	30,000	25,000	25,000	
5210 Repairs and Maintenance	30,000	25,583	28,458	24,815	65,356	62,092	37,000	44,000	44,000	
5270 Leases and Contract	20,000	-	51,886	51,886	43,264	38,579	39,352	41,272	41,272	
5310 Professional Services	3,000	3,000	35,880	37,187	26,425	26,304	27,000	27,000	27,000	
5340 Communications	300	274	500	480	600	480	600	600	600	
5420 Office Supplies	750	346	12,600	556	12,600	2,644	1,000	1,000	1,000	
5423 All Other Supplies and Exp.	40,000	38,341	38,570	34,534	43,974	42,228	40,000	40,000	40,000	
5431 Other Equipment	7,000	5,781	120	-	1,644	1,644	13,500	10,000	10,000	
5540 Meter Replacement	2,000	-	7,000	6,890	24,045	23,850	20,000	25,000	25,000	
5555 Emergency Reserve Fund	25,000	-	21,500	-	-	-	25,000	25,000	25,000	
5580 Uniform Allowance	-	-	-	-	1,400	1,086	1,400	1,320	1,320	
5703 Water Distribution, Settlement	-	-	250,000	250,000	-	-	-	-	-	
5730 Dues and Memberships	490	326	490	459	338	338	490	500	500	
5790 Staff Development/Training	2,500	1,485	2,000	2,000	2,650	2,650	2,000	2,000	2,000	
Total Operating	178,040	99,586	472,534	433,327	262,297	224,349.76	237,342	242,692	242,692	
<i>Capital Outlay</i>										
5833 Capital Outlay	47,812	44,826	63,094	62,915	-	-	-	-	-	
Total Capital Outlay	47,812	44,826	63,094	62,915	-	-	-	-	-	
Total Budget	703,342	632,042	1,056,350	1,016,962	833,688	789,947	797,854	818,301	818,301	-

	FY2011 BUDGETED	FY2012 BUDGETED	FY2013 BUDGETED	FY2014 BUDGETED	FY2015 DEPT REQ	FY2015 TM REC	FY2015 FIN COM REC
Position	FTE	FTE	FTE	FTE	FTE	FTE	FTE
Supervisor	1	1	1	1	1	1	
Leadman	1	1	1	1	1	1	
HMEO	4	4	4	4	4	4	
Operations Assistant (Billing)	0.5	0.5	0.5	0.5	0.5	0.5	
Total Staffing	6.5	6.5	6.5	6.5	6.5	6.5	0

DPW WATER FILTRATION	FY2011 BUDGETED	FY2011 EXPENDED	FY2012 BUDGETED	FY2012 EXPENDED	FY2013 BUDGETED	FY2013 EXPENDED	FY2014 BUDGETED	FY2015 DEPT REQ	FY2015 TM REC	FY2015 FIN COM REC
<i>Salaries</i>										
5111 Regular	628,806	660,556	658,212	634,195	660,879	654,988	708,613	729,056	729,056	
5130 Overtime	53,000	40,000	35,000	76,638	53,710	53,968	52,000	52,000	52,000	
5135 Uniform Allowance	2,000	1,800	1,800	795	-	-	-	2,160	2,160	
5150 Car Allowance	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600	
5160 Sick Leave Buy Back	1,158	5,450	5,450	2,413	5,450	1,239	5,450	5,000	5,000	
5163 Holiday Pay	-	17,736	17,736	16,438	18,091	16,967	18,453	18,822	18,822	
5180 All Other Salaries	1,000	500	500	480	500	167	500	500	500	
Total Salaries	689,564	729,642	722,298	734,559	742,230	730,929	788,616	811,138	811,138	
<i>Operating</i>										
5210 Energy Utilities	365,000	340,018	353,000	352,076	383,796	356,535	352,000	360,000	360,000	
5231 Water Purchase	9,000	-	18,000	18,000	25,980	25,980	8,000	8,000	8,000	
5240 Repairs and Maintenance	61,500	111,158	102,525	101,200	126,563	125,034	132,682	123,782	123,782	
5270 Leases and Contract	23,776	19,709	31,477	30,297	54,540	52,330	55,264	62,464	62,464	
5310 Professional Services	-	-	-	-	-	-	-	-	-	
5340 Communications	13,400	8,256	17,200	16,737	14,785	14,251	14,000	14,000	14,000	
5420 Office Supplies	2,000	1,781	2,000	1,913	2,000	1,862	2,000	2,000	2,000	
5423 All Other Supplies and Exp.	55,046	49,984	60,542	57,972	54,275	53,576	63,650	53,165	53,165	
5429 Computer Equipment	-	3,787	-	-	-	-	-	-	-	
5441 Chemicals	480,450	429,566	422,500	415,108	449,512	432,420	452,418	483,398	483,398	
5442 Residual Disposal	48,000	41,675	49,000	49,000	54,874	45,279	50,107	60,107	60,107	
5443 Water Assessment	9,000	7,866	7,710	7,710	7,473	7,473	8,000	8,000	8,000	
5580 Uniform Allowance	-	-	-	-	1,800	1,552	1,800	-	-	
5703 Dues and Memberships	700	388	700	697	468	468	700	700	700	
5790 Staff Development/Training	2,500	745	2,951	2,726	3,300	3,089	2,500	2,500	2,500	
Total Operating	1,070,372	1,014,911	1,067,603	1,053,434	1,179,365	1,119,847	1,143,120	1,178,116	1,178,116	
<i>Capital Outlay</i>										
5833 Capital Outlay	20,350	19,833	19,837	19,468	-	-	-	-	-	
Total Capital Outlay	20,350	19,833	19,837	19,468	-	-	-	-	-	
Total Budget	1,780,286	1,764,386	1,809,738	1,807,461	1,921,595	1,850,777	1,931,736	1,989,254	1,989,254	-

	FY2011 BUDGETED	FY2012 BUDGETED	FY2013 BUDGETED	FY2014 BUDGETED	FY2015 DEPT REQ	FY2015 TM REC	FY2015 FIN COM REC
Position	FTE	FTE	FTE	FTE	FTE	FTE	FTE
Chief Water Operator	1	1	1	1	1	1	
Chemist	1	1	1	1	1	1	
Head Filter Operator (HFO)	7	7	7	7	7	7	
Project Manager	-	-	-	0.6	0.6	0.6	
Cross Connection Coordinator	1	1	1	1	1	1	
Total Staffing	10	10	10	10.6	10.6	10.6	0

Water Enterprise Fund Approved Tiers and Rates FY2014

Residential	Accounts	Usage	Avg. Usage	Avg. Bill	Revenue	Current Tier	Current Rate
0-34	2,971	65,154,000	21,930	149.12	443,047.20	0-34	6.80
35-70	4,620	234,228,000	50,699	392.01	1,811,079.24	35-70	9.63
71-140	2,062	189,448,000	91,876	852.42	1,757,693.96	71-140	12.55
141+	182	32,535,000	178,764	2,022.33	368,064.16	141+	14.60
Condos	384	13,520,000	35,208	239.42	91,936.00		
	10,219	534,885,000	52,342	424.17	4,471,820.56		

Tier Usage
34,000
70,000
140,000

Commercial	Accounts	Usage	Avg. Usage	Avg. Bill	Revenue
0-34	163	2,019,000	12,387	84.23	13,729.20
35-70	82	4,282,000	52,220	406.65	33,345.62
71-140	71	7,221,000	101,704	975.77	69,279.53
141+	192	130,359,000	678,953	9,325.10	1,790,418.36
	508	143,881,000	283,230	3,547.54	1,906,772.71

Tier Structure
0-34 231.20
35-70 346.68
71-140 878.50
141+

Combined	Accounts	Usage	Avg. Usage	Avg. Bill	Revenue
0-34	3,134	67,173,000	21,434	145.75	456,776.40
35-70	4,702	238,510,000	50,725	392.26	1,844,424.86
71-140	2,133	196,689,000	92,203	856.53	1,826,973.49
141+	374	162,894,000	435,545	5,771.34	2,158,482.52
Condos	384	13,520,000	35,208	242.84	93,249.12
	10,727	678,766,000	635,115.64	7,408.72	6,379,906.39

Current FY14 Projection

90% Collection	5,741,916
Water Liens/Interest/Fees	650,000
Connection Fees	15,000
Meter Replacement Fee	-
Investment Income	-
Prior Year Surplus	-
Total Revenue	6,406,916

FY2014 Budget 5,913,589.91

Prior Year Deficit -

Total Amount to Raise 5,913,589.91

Projected Surplus/(Deficit) 493,325.84

Water Enterprise Fund Proposed Tiers and Rates FY2015

Residential	Accounts	Usage	Avg. Usage	Avg. Bill	Revenue	Tier Structure	Proposed Rate
0-34	2,890	65,154,000	22,545	159.39	460,638.78	0-34	7.07
35-70	4,484	225,612,000	50,315	403.86	1,810,887.04	35-70	10.02
71-140	2,062	189,448,000	91,876	886.58	1,828,127.60	71-140	13.05
141+	182	32,535,000	178,764	2,103.03	382,752.10	141+	15.18
Condos	396	13,520,000	34,141	241.38	95,586.40		
	10,014	526,269,000	52,553	409.87	4,577,991.92		

% Rate Change
0-34 4%
35-70 4%
71-140 4%
141+ 4%

Commercial	Accounts	Usage	Avg. Usage	Avg. Bill	Revenue
0-34	139	1,889,000	13,590	96.08	13,355.23
35-70	82	4,132,000	50,390	404.61	33,178.04
71-140	71	7,083,000	99,761	989.48	70,252.75
141+	192	128,726,000	670,448	9,566.80	1,836,825.48
	484	141,830,000	293,037	3,837.70	1,953,611.50

\$ Rate Change
0-34 \$ 0.27
35-70 \$ 0.39
71-140 \$ 0.50
141+ \$ 0.58

Combined	Accounts	Usage	Avg. Usage	Avg. Bill	Revenue
0-34	3,029	67,043,000	22,134	156.49	473,994.01
35-70	4,566	229,744,000	50,316	403.87	1,844,065.08
71-140	2,133	196,531,000	92,138	890.00	1,898,380.35
141+	374	161,261,000	431,179	5,934.70	2,219,577.58
Condos	396	13,520,000	34,141	241.80	95,751.60
	10,498	668,099,000	63,641	537.38	6,531,768.62

Tier Usage
34,000
70,000
140,000

Current FY15 Projection

90% Collection	5,878,592
Water Liens/Interest/Fees	650,000
Connection Fees	15,000
Meter Replacement Fee	-
Investment Income	-
Prior Year Surplus	-
Total Revenue	6,543,592

FY2015 Budget 6,429,897.17

Prior Year Deficit -

Total Amount to Raise 6,429,897.17

Projected Surplus/(Deficit) 113,694.69

Proj. Bill Per Tier
0-34 240.38
35-70 360.72
71-140 913.50
141+

Water FY14**Average Usage Four Tiers 35,000 Increments**

Usage	Current Rate	Proposed Rate	\$ Increase	% Increase
10,000	68.00	70.70	2.70	4%
15,000	102.00	106.05	4.05	4%
20,000	136.00	141.40	5.40	4%
25,000	170.00	176.75	6.75	4%
30,000	204.00	212.10	8.10	4%
35,000	240.83	250.40	9.57	4%
40,000	288.98	300.50	11.52	4%
45,000	337.13	350.60	13.47	4%
50,000	385.28	400.70	15.42	4%
55,000	433.43	450.80	17.37	4%
60,000	481.58	500.90	19.32	4%
65,000	529.73	551.00	21.27	4%
70,000	577.88	601.10	23.22	4%
75,000	640.63	666.35	25.72	4%
80,000	703.38	731.60	28.22	4%
90,000	828.88	862.10	33.22	4%
100,000	954.38	992.60	38.22	4%
110,000	1,079.88	1,123.10	43.22	4%
120,000	1,205.38	1,253.60	48.22	4%
130,000	1,330.88	1,384.10	53.22	4%
140,000	1,456.38	1,514.60	58.22	4%
150,000	1,602.38	1,666.40	64.02	4%
160,000	1,748.38	1,818.20	69.82	4%
170,000	1,894.38	1,970.00	75.62	4%
180,000	2,040.38	2,121.80	81.42	4%
190,000	2,186.38	2,273.60	87.22	4%
200,000	2,332.38	2,425.40	93.02	4%
225,000	2,697.38	2,804.90	107.52	4%
250,000	3,062.38	3,184.40	122.02	4%
275,000	3,427.38	3,563.90	136.52	4%
300,000	3,792.38	3,943.40	151.02	4%
325,000	4,157.38	4,322.90	165.52	4%
350,000	4,522.38	4,702.40	180.02	4%
375,000	4,887.38	5,081.90	194.52	4%
400,000	5,252.38	5,461.40	209.02	4%
425,000	5,617.38	5,840.90	223.52	4%
450,000	5,982.38	6,220.40	238.02	4%
475,000	6,347.38	6,599.90	252.52	4%
500,000	6,712.38	6,979.40	267.02	4%
550,000	7,442.38	7,738.40	296.02	4%
600,000	8,172.38	8,497.40	325.02	4%
650,000	8,902.38	9,256.40	354.02	4%
700,000	9,632.38	10,015.40	383.02	4%
750,000	10,362.38	10,774.40	412.02	4%
800,000	11,092.38	11,533.40	441.02	4%
850,000	11,822.38	12,292.40	470.02	4%
900,000	12,552.38	13,051.40	499.02	4%
950,000	13,282.38	13,810.40	528.02	4%
1,000,000	14,012.38	14,569.40	557.02	4%

Water Enterprise Budget Projections FY2015-2024

	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
Expenses Raise and Appropriate									
Salaries	1,349,127.97	1,386,747.32	1,414,482.27	1,442,771.91	1,471,627.35	1,501,059.50	1,531,081.09	1,561,702.72	1,592,936.77
Operating	1,380,462.44	1,389,827.64	1,417,624.19	1,445,976.68	1,474,866.21	1,504,394.13	1,534,482.02	1,565,171.66	1,596,476.09
Capital Outlay	-	-	-	-	-	-	-	-	-
Debt P&I	2,038,187.50	2,780,147.27	2,816,554.26	2,740,827.69	2,567,335.28	2,717,989.65	2,369,615.65	2,221,163.46	2,059,329.42
Capital Projects/Expenditures	315,000.00	-	-	-	-	-	-	-	-
Indirect Expenses	830,812.00	873,174.94	916,833.69	962,675.37	1,010,809.14	1,061,349.60	1,114,417.08	1,170,137.93	1,228,644.93
Total Operating Budget	5,913,589.91	6,429,897.17	6,665,484.40	6,592,351.65	6,524,667.98	6,784,793.28	6,549,595.84	6,518,175.77	6,477,386.11
Prior Year Deficit	-	-	-	-	-	-	-	-	-
Total Amount to be Raised	6,913,589.91	6,429,897.17	6,665,484.40	6,592,351.65	6,524,667.98	6,784,793.28	6,549,595.84	6,518,175.77	6,477,386.11
Projected Revenues									
Total Revenue User Fees	6,379,906.39	6,531,768.62	6,793,039.36	6,928,900.15	6,928,900.15	6,928,900.15	6,928,900.15	6,928,900.15	6,928,900.15
90% Collection User Fees	5,741,915.75	5,878,591.76	6,113,735.43	6,236,010.14	6,236,010.14	6,236,010.14	6,236,010.14	6,236,010.14	6,236,010.14
Water Users	650,000.00	650,000.00	650,000.00	650,000.00	650,000.00	650,000.00	650,000.00	650,000.00	650,000.00
Connection Fees	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
Water Replacement Fee	-	-	-	-	-	-	-	-	-
Investment Income	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-
Prior Year Surplus	-	-	-	-	-	-	-	-	-
Total Projected Revenue	6,406,915.75	6,543,591.76	6,778,735.43	6,901,010.14	6,901,010.14	6,901,010.14	6,901,010.14	6,901,010.14	6,901,010.14
FY Projected Surplus/(Deficit)	493,325.84	113,694.59	213,241.03	309,658.49	376,342.18	116,216.86	351,414.30	382,834.37	423,624.03
Projected Retained Earnings	1,049,470.00	1,427,795.84	617,480.43	670,731.46	349,399.95	529,732.10	461,446.96	512,863.26	595,897.63
Retained Earnings Expended	(115,000.00)	(924,000.00)	(160,000.00)	(650,000.00)	(196,000.00)	(184,500.00)	(300,000.00)	(300,000.00)	(300,000.00)
Proj. Cumulative Surplus/(Deficit)	1,427,795.84	617,480.43	670,731.46	349,399.95	529,732.10	461,446.96	512,863.26	595,897.63	719,321.66
Projected Rate Change	1.02	1.04	1.04	1.02	1.00	1.00	1.00	1.00	1.00
Rate Tiers									
0-34000	6.80	7.07	7.35	7.50	7.50	7.50	7.50	7.50	7.50
35000-70000	9.63	10.02	10.42	10.63	10.63	10.63	10.63	10.63	10.63
71,000-140,000	12.55	13.05	13.57	13.84	13.84	13.84	13.84	13.84	13.84
141,000 +	14.60	15.18	15.79	16.10	16.10	16.10	16.10	16.10	16.10
Average Res. Bill 55,000 Gallons	\$ 433.43	\$ 450.80	\$ 468.83	\$ 478.21	\$ 478.21	\$ 478.21	\$ 478.21	\$ 478.21	\$ 478.21
Avg. Res. Bill Increase/(Decrease)	\$ 17.37	\$ 18.03	\$ 9.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Typical Res. Bill 90,000 Gallons	\$ 828.86	\$ 862.10	\$ 896.58	\$ 914.52	\$ 914.52	\$ 914.52	\$ 914.52	\$ 914.52	\$ 914.52
Typical Res. Bill Increase/(Decrease)	\$ 33.22	\$ 34.48	\$ 17.93	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Fiscal Year 2014 Sewer Enterprise Fund and Rates Based Upon On 465,532,000 Gallons 50% Debt Shift

Residential	Accounts	Usage	Avg. Usage	Avg. Bill	Revenue	Current Tier	Current Rate
0-34	2,307	48,696,000	21,107.93	149.23	344,280.72	0-34	7.07
35-70	2,304	115,941,000	50,321.61	388.91	896,041.02	35-70	9.10
71-140	1,128	106,081,000	94,043.44	867.32	978,337.89	71-140	12.45
141+	140	26,096,000	186,400.00	2,115.53	296,173.92	141+	14.57
Condos	388	12,683,000	32,688.14	231.11	89,668.81		
	6,267	309,497,000	49,385.19	376.88	2,604,502.36		
Tier Usage							
							34,000
							70,000
							140,000
Commercial	Accounts	Usage	Avg. Usage	Avg. Bill	Revenue	Tier Structure	Current Bill Per Tier
0-34	108	1,343,000	12,435.19	87.92	9,495.01	0-34	240.38
35-70	67	3,420,000	51,044.78	395.49	26,497.66	35-70	327.60
71-140	67	6,597,000	98,462.69	922.34	61,796.81	71-140	871.50
141+	158	116,882,000	739,759.49	10,177.98	1,608,120.18	141+	
Out of Town/Exempt	7	27,793,000	3,970,428.57	107,968.03	755,776.19		
	407	156,035,000	4,872,130.71	119,551.75	2,461,685.85		
Combined	Accounts	Usage	Avg. Usage	Avg. Bill	Revenue		
0-34	2,415	50,039,000	20,720.08	146.49	353,775.73		
35-70	2,371	119,361,000	50,342.05	389.09	922,538.68		
71-140	1,195	112,678,000	94,291.21	870.41	1,040,134.70		
141+	298	142,978,000	479,791.95	6,390.25	1,904,294.10		
Condos	388	12,683,000	32,688.14	231.11	89,669		
Out of Town/Exempt	7	27,793,000	3,970,428.57	107,968.03	755,776		
	6674	465,532,000	4,648,262.01	115,995.37	5,066,188.21		

Current FY14 Projection

90% Collection	4,559,569.39
130.00 New Connections	50,557.87
All Sewer Liens/Interest/Fees	500,000.00
Sewer Connection Liens	-
Connection Fees	815,651.95
Application Fees	7,000.00
Investment Income	-
Prior Year Surplus	-
Transfer GF	268,721.40
	6,201,600.60
Deficit/Surplus	110,302.34
Deficit/Surplus	110,302.34

FY2014 Budget

6,091,198.27

Fiscal Year 2015 Sewer Enterprise Fund and Rates Based Upon On 465,532,000 Gallons 50% Debt Shift

Residential	Accounts	Usage	Avg. Usage	Avg. Bill	Revenue	Tier Structure	Proposed Rate
0-34	2,420	48,863,000	20,191.32	161.33	390,415.37	0-34	7.99
35-70	2,510	123,026,000	49,014.34	426.01	1,069,278.68	35-70	10.28
71-140	1,128	106,081,000	94,043.44	980.03	1,105,475.19	71-140	14.07
141+	140	26,096,000	186,400.00	2,390.38	334,653.76	141+	16.46
Condos	396	12,683,000	32,027.78	255.90	101,337.17		
	6594	316,749,000	48,035.94	415.95	3,001,160.17		
Tier Structure							
							% Rate Increase
							0-34 13%
							35-70 13%
							71-140 13%
							141+ 13%
Commercial	Accounts	Usage	Avg. Usage	Avg. Bill	Revenue	Tier Structure	\$ Rate Increase
0-34	82	1,343,000	16,378.05	130.86	10,730.57	0-34	\$ 0.92
35-70	67	3,420,000	51,044.78	446.88	29,940.98	35-70	\$ 1.18
71-140	67	6,597,000	98,462.69	1,042.21	69,828.07	71-140	\$ 1.62
141+	158	116,882,000	739,759.49	11,498.68	1,816,791.64	141+	\$ 1.89
Out of Town/Exempt	7	27,793,000	3,970,428.57	121,991.25	853,938.77		
	381	156,035,000	4,876,074	135,110	2,781,230		
Combined	Accounts	Usage	Avg. Usage	Avg. Bill	Revenue		
0-34	2502	50,206,000	20,066.35	160.33	401,145.94		
35-70	2577	126,446,000	49,067.13	426.55	1,099,219.66		
71-140	1195	112,678,000	94,291.21	983.52	1,175,303.28		
141+	298	142,978,000	479,791.95	7,219.62	2,151,445.40		
Out of Town/Exempt	7	27,793,000	3,970,428.57	121,991.25	853,938.77		
Condos	396	12,683,000	32,027.78	255.90	101,337.17		
	6975	472,784,000	67,782.65	618.95	5,782,390.20		

Current FY15 Projection

90% Collection	5,204,151.18
100.00 New Connections	42,600.74
All Sewer Liens/Interest/Fees	500,000.00
Sewer Connection Liens	-
Connection Fees	172,799.63
Application Fees	7,000.00
Investment Income	-
Prior Year Surplus	-
Transfer GF	263,794.02
	6,190,345.58
Deficit/Surplus	58,869.86

FY2015 Budget

6,131,475.71

Sewer 50% Debt Shift**Average Usage Four Tiers 35,000 Increments**

Usage	Current Rate	Proposed Rate	\$ Increase	% Increase
10,000	70.70	79.90	9.20	13%
15,000	106.05	119.85	13.80	13%
20,000	141.40	159.80	18.40	13%
25,000	176.75	199.75	23.00	13%
30,000	212.10	239.70	27.60	13%
35,000	249.48	281.94	32.46	13%
40,000	294.98	333.34	38.36	13%
45,000	340.48	384.74	44.26	13%
50,000	385.98	436.14	50.16	13%
55,000	431.48	487.54	56.06	13%
60,000	476.98	538.94	61.96	13%
65,000	522.48	590.34	67.86	13%
70,000	567.98	641.74	73.76	13%
75,000	630.23	712.09	81.86	13%
80,000	692.48	782.44	89.96	13%
90,000	816.98	923.14	106.16	13%
100,000	941.48	1,063.84	122.36	13%
110,000	1,065.98	1,204.54	138.56	13%
120,000	1,190.48	1,345.24	154.76	13%
130,000	1,314.98	1,485.94	170.96	13%
140,000	1,439.48	1,626.64	187.16	13%
150,000	1,585.18	1,791.24	206.06	13%
160,000	1,730.88	1,955.84	224.96	13%
170,000	1,876.58	2,120.44	243.86	13%
180,000	2,022.28	2,285.04	262.76	13%
190,000	2,167.98	2,449.64	281.66	13%
200,000	2,313.68	2,614.24	300.56	13%
225,000	2,677.93	3,025.74	347.81	13%
250,000	3,042.18	3,437.24	395.06	13%
275,000	3,406.43	3,848.74	442.31	13%
300,000	3,770.68	4,260.24	489.56	13%
325,000	4,134.93	4,671.74	536.81	13%
350,000	4,499.18	5,083.24	584.06	13%
375,000	4,863.43	5,494.74	631.31	13%
400,000	5,227.68	5,906.24	678.56	13%
425,000	5,591.93	6,317.74	725.81	13%
450,000	5,956.18	6,729.24	773.06	13%
475,000	6,320.43	7,140.74	820.31	13%
500,000	6,684.68	7,552.24	867.56	13%
550,000	7,413.18	8,375.24	962.06	13%
600,000	8,141.68	9,198.24	1,056.56	13%
650,000	8,870.18	10,021.24	1,151.06	13%
700,000	9,598.68	10,844.24	1,245.56	13%
750,000	10,327.18	11,667.24	1,340.06	13%
800,000	11,055.68	12,490.24	1,434.56	13%
850,000	11,784.18	13,313.24	1,529.06	13%
900,000	12,512.68	14,136.24	1,623.56	13%
950,000	13,241.18	14,959.24	1,718.06	13%
1,000,000	13,969.68	15,782.24	1,812.56	13%

Sewer Enterprise Budget Projections 50% Debt Shift 2014-2024												
	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
Expenses												
Salaries	304,474	322,549	326,999.67	336,579.86	342,291.46	349,137.29	356,120.04	363,242.44	370,507.28	377,917.43	385,475.78	
Operating	391,550.00	390,050.00	397,851.00	406,808.02	413,924.18	422,202.86	430,646.72	439,259.65	448,044.84	457,005.74	466,145.86	
Lowell Sewer	1,280,000.00	1,280,000.00	1,244,000.00	1,411,200.00	1,481,750.00	1,555,848.00	1,633,640.40	1,715,322.42	1,801,088.54	1,891,142.97	1,985,700.12	
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	
Debt P&I	3,694,682.33	3,656,317.55	3,621,103.68	3,590,154.09	3,694,638.90	3,993,562.75	4,122,803.85	4,263,683.78	4,335,207.55	4,299,070.25	4,272,539.50	
Capital R&A	-	-	-	-	-	-	-	-	-	-	-	
Indirect Expenses	440,492.00	482,559.26	506,897.24	532,021.60	558,622.93	585,553.92	609,000.00	646,675.59	679,009.36	712,959.83	748,507.82	
Prior Year Deficit	6,091,198.27	6,131,478.71	6,198,846.79	6,274,763.58	6,491,237.23	6,848,334.52	7,359,092.51	7,726,183.87	7,894,857.59	7,938,096.22	8,058,465.08	
Total amount to Raise	6,091,198.27	6,131,478.71	6,198,846.79	6,274,763.58	6,491,237.23	6,848,334.52	7,359,092.51	7,726,183.87	7,894,857.59	7,938,096.22	8,058,465.08	
Projected Revenues												
Total User Fees	5,086,188.21	5,782,390.20	6,174,480.40	6,406,236.61	6,710,856.02	7,164,783.77	7,649,021.52	8,166,574.59	8,223,186.35	8,280,798.12	8,280,798.12	
90% Collection	4,559,559.39	5,204,151.18	5,597,041.36	5,766,612.94	6,039,772.22	6,448,305.40	6,884,119.37	7,349,017.13	7,400,867.72	7,452,718.31	7,452,718.31	
New Connections	50,557.87	42,600.74	45,156.79	46,511.49	48,371.95	51,274.27	54,350.73	57,611.77	57,811.77	57,611.77	57,611.77	
Sewer Liens/Interest/Fees	500,000.00	500,000.00	500,000.00	500,000.00	500,000.00	500,000.00	500,000.00	500,000.00	500,000.00	500,000.00	500,000.00	
Sewer Connection Liens	815,851.95	172,739.63	-	-	-	-	-	-	-	-	-	
Connection Fees	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	
Application Fees	-	-	-	-	-	-	-	-	-	-	-	
Investment Income	-	-	-	-	-	-	-	-	-	-	-	
Prior Year Surplus	-	-	-	-	-	-	-	-	-	-	-	
Transfer from the GF	288,721.40	283,794.02	283,724.07	248,774.67	48,428.80	36,207.70	14,749.20	-	-	-	-	
Total Projected Revenue	6,201,500.60	6,190,345.58	6,362,922.22	6,667,859.17	6,843,572.97	7,042,787.36	7,480,219.30	7,913,528.90	7,995,475.46	8,077,330.08	8,077,330.08	
FY Projected Surplus/(Deficit)	110,302.34	56,859.86	164,275.43	293,135.52	152,335.75	194,452.84	101,126.79	185,445.03	130,621.90	79,233.86	(41,139.00)	
Projected Retained Earnings	3,151,988.00	3,107,290.34	2,899,160.20	2,913,435.63	2,806,571.16	2,222,906.90	1,782,859.75	1,343,986.53	1,009,431.56	620,053.46	699,287.32	
Retained Earnings Expended	(155,000.00)	(267,000.00)	(150,000.00)	(600,000.00)	(535,000.00)	(654,500.00)	(520,000.00)	(520,000.00)	(520,000.00)	(520,000.00)	(520,000.00)	
Proj. Cumulative Surplus/(Deficit)	3,107,290.34	2,899,160.20	2,913,435.63	2,606,571.16	2,222,906.90	1,782,859.75	1,343,986.53	1,009,431.56	620,053.46	699,287.32	658,148.32	
Projected Rate Change	1.08	1.13	1.05	1.03	1.04	1.06	1.06	1.06	1.00	1.00	1.00	
Rate Tiers												
0-34000	7.07	7.99	8.47	8.72	9.07	9.82	10.19	10.61	10.81	10.81	10.81	
35000-70000	9.10	10.28	11.22	11.22	11.67	12.37	13.12	13.90	13.90	13.90	13.90	
71,000-140,000	12.45	14.07	14.91	15.36	15.98	16.93	17.95	19.03	19.03	19.03	19.03	
141,000 +	14.57	16.46	17.45	17.97	18.69	19.81	21.00	22.26	22.26	22.26	22.26	
Average Res. Bill 55,000 Gallons	\$ 431.48	\$ 487.54	\$ 516.79	\$ 532.30	\$ 553.59	\$ 586.80	\$ 622.01	\$ 659.33	\$ 659.33	\$ 659.33	\$ 659.33	
Typical Res.Bill Increase/(Decrease)	\$ 816.98	\$ 565.06	\$ 29.25	\$ 15.50	\$ 21.29	\$ 33.22	\$ 36.21	\$ 37.32	\$ -	\$ -	\$ -	
Typical Bill 80,000 Gallons		923.14	978.53	1,007.88	1,046.20	1,111.09	1,177.76	1,248.42	1,248.42	1,248.42	1,248.42	
Avg. Res.Bill Increase/(Decrease)		106.16	55.39	29.36	40.32	62.89	68.67	70.67	-	-	-	

Other business

Mr. Montuori took a few minutes to explain about problem with the town purchasing salt. Every community in the state is in same position. There is a major salt shortage. Dropping more sand isn't the cure as salt is needed to melt the ice. The snow and ice deficit for Tewksbury is currently at approximately \$500,000. The town sets aside \$600,000 annually, this has become more standard practice as in previous years, and then uses free cash for the remainder. The Selectmen gave sincere appreciation for moving this account forward to a better position.

Approval of Minutes February 11, 2014 (regular and executive session)

The February 11th meeting minutes were not complete to be presented.

Board Member Reports

Douglas Sears:

- Would like overview of the cost of public safety to the Tewksbury Hospital
- Requested a status on the old police station; could it be a site for housing or could it be used for a nonprofit. Mr. Montuori was not sure as it is a state-owned land.
- Lease for the cell town at the South Fire Station runs out in 2015 or 2016 and at that time would it be taken down and moved to the empty field adjacent to the station. Mr. Montuori noted that is the intention with the new lessee.

David Gay:

- Public Events Committee has received a communication from the Town of Wilmington that they are not able to accommodate working with Tewksbury for the 4th of July fireworks display. The PAC is holding a fundraiser this Friday, February 28th at the Tewksbury Country Club to benefit the Memorial Day parade and fireworks display for the 4th of July celebration. A Harvest Festival is being planned in September 2014 for another fundraising activity.

Todd Johnson:

- Green Committee meeting scheduled to meet but due to snow was postponed and will reschedule in the next few weeks.
- EDC Process Review Committee met at 6 p.m. last night; still in beginning stages; Mr. Sadwick was a guest attendee.

James Wentworth:

No report

Scott Wilson:

- Bicycle and Pedestrian Advisory Committee meeting and still moving forward

- Officers have been named for the Town Center Master Plan Committee; Brian Charron is Chair and Jonathan Ciampa is Vice Chair. Looking forward to meetings over next few months.
- Deep sadness today on the loss of a TMHS student. A letter has been sent home from Dr O'Connor. This is a time for parents to take extra caution with their children; take time to connect on the loss of a classmate.

The next regularly scheduled Selectmen's Meeting will be held on Tuesday, March 11, 2014 at 7:00 p.m.

Adjournment

MOTION: Mr. Gay made the motion for the Board to adjourn at 7:51 p.m.; Mr. Sears seconded, and the motion carried 5 to 0.

Approved by the Board of Selectmen on March 25, 2014